

Corrective Actions to Address Non-compliance with the Spring 2002 Administration of Arizona's Instrument to Measure Standards (AIMS) or Stanford Achievement Test, Ninth Edition (SAT9)

AIMS and SAT9 provide educators and the public with valuable information regarding the progress of Arizona's students toward mastering Arizona's reading, writing, and mathematics standards. This document describes the procedures that will be followed by the Arizona Department of Education (ADE) to assure that public schools are meeting their obligation to administer AIMS and SAT9.

INVESTIGATION OF ASSESSMENT ADMINISTRATION

The ADE conducts an investigation to determine if a district or charter school administered AIMS and SAT9 on the designated dates or within the designated testing window.

ASSESSMENT ADMINISTERED

School DID Administer the Assessments

If a school administered the AIMS and SAT9 on the designated date or within the designated testing window and submitted the answer documents by the published deadline, no further action is necessary.

School DID Administer the Assessments - Answer Document NOT Submitted on Time

If a school administered the assessment on the designated date or within the designated testing window and DID NOT submit the answer documents by the published deadline, per ARS § 15-241, the *school* is ineligible for Classroom Site Fund payments. **To resume payments, a *district or charter holder* must establish an agreement with the contractor to score answer documents and produce student and parent reports, pay all associated costs, and provide confirmation of the agreement to the ADE.**

CONSEQUENCES:

Districts

A. District Successfully Fulfills Terms of the Agreement

Once a *district* fulfills the terms of the agreement, the ADE will resume the *school's* eligibility for Classroom Site Fund payments, including any payments missed during the time of ineligibility. *The district must fulfill the terms of the agreement by the following deadlines: AIMS (HS Writing) – June 30, 2002; AIMS (Grades 3, 5, 8, & HS Reading and Math) – August 30, 2002; and SAT9 (all grades) – September 07, 2002.*

OR

B. District Fails to Establish an Agreement or Fulfill Terms of the Agreement

If a *district* fails to establish an agreement or fails to fulfill the terms of the agreement by the established deadline, the *school* will now be considered under the same policy as schools that did not administer an assessment (see page 2, Assessment NOT Administered, Consequences, Districts).

Charters

A. Charter Holder Successfully Fulfills Terms of the Agreement

Once a charter *holder* fulfills the terms of the agreement, the ADE will resume the charter *school's* eligibility for Classroom Site Fund payments, including any payments missed during the time of ineligibility. *The charter holder must fulfill the terms of the agreement by the following deadlines: AIMS (HS Writing) – June 30, 2002; AIMS (Grades 3, 5, 8, & HS Reading and Math) – August 30, 2002; and SAT9 (all grades) – September 07, 2002.*

OR

B. Charter Holder Fails to Establish an Agreement or Fulfill Terms of the Agreement

If a charter *holder* fails to establish an agreement or fails to fulfill the terms of the agreement by the established deadline, the ADE will request that the appropriate sponsoring body begin the process to revoke the *school's* charter. *(On March 18, 2002, the Arizona State Board for Charter Schools unanimously voted to begin the process of Notice of Intent to Revoke the charter of charter schools that fail to administer AIMS.)*

Independent of the decision to revoke the charter, the charter *school* will now be considered under the same policy as charter schools that did not administer an assessment (see page 3, Assessment NOT Administered, Consequences, Charters).

VERIFICATION THAT AIMS OR SAT9 NOT ADMINISTERED

If the above mentioned ADE investigation reveals that either AIMS or SAT9 was not administered on the designated testing date or within the designated testing window and that students who must be tested were enrolled in a district or charter school on the designated testing date or within the designated testing window, the ADE will request that the appropriate sponsoring body conduct a verification by requesting a written response to the following questions: 1) Did the school have students enrolled in the grade levels to be tested?; and 2) Did the school administer the assessment on the designated testing date or within the designated testing window?

The appropriate sponsoring body will forward the written answers to the above questions to the ADE.

ASSESSMENT NOT ADMINISTERED

School DID NOT Have Eligible Students

If after the investigation and verification it is determined that a school did not have eligible students enrolled on the designated date or within the designated testing window, no further action is necessary.

School DID NOT Administer the Assessments to Eligible Students

If after the investigation and verification it is determined that eligible students who must be tested were enrolled in a school and an assessment was not administered or was administered improperly and there is no ability to recover scores, per ARS § 15-241, the *school* is ineligible for Classroom Site Funds (CSF).

CONSEQUENCES:

Districts

Schools that do not administer an assessment are ineligible for funds for the remainder of the fiscal year and have no options for recovery of these funds. The school remains ineligible for funds until the school properly administers the respective assessment* the following fiscal year. (Example: Failed administration in FY2001/2002, remaining FY2001/2002 funds forfeited, FY2002/2003 funds ineligible, and so on.)

*A district that has properly administered an assessment will have attended the pre-test workshops and returned answer documents on time with no alerts.

A. District School Fails to Administer Respective Assessment the Following Year

Schools that do not properly administer the respective assessment* the following fiscal year are ineligible for funds for the entire fiscal year and have no options for recovery of these funds. (Example: Failed administration in FY2001/2002, remaining FY2001/2002 funds forfeited and FY2002/2003 funds ineligible. Improper administration of the respective assessment* in FY2002/2003, FY2002/2003 funds forfeited, FY2003/2004 funds ineligible, and so on.)

OR

B. District School Successfully Administers Respective Assessment the Following Year

If the school properly administers the respective assessment* the following fiscal year, Classroom Site Fund payments will be retroactively applied for that fiscal year. Schools should be aware that funds will be applied retroactively only upon completion of assessment requirements the following fiscal year, which typically occurs in May. (Example: Failed administration in FY2001/2002, remaining FY2001/2002 funds forfeited and FY2002/2003 funds ineligible. Proper administration in FY2002/2003, funds received retroactively for FY2002/2003.)

Charters

If students who must be tested were enrolled in a charter school, and either AIMS or SAT9 was not administered, the ADE will request that the appropriate sponsoring body begin the process to revoke the *school's* charter. (*On March 18, 2002, the Arizona State Board for Charter Schools unanimously voted to begin the process of Notice of Intent to Revoke the charter of charter schools that fail to administer AIMS.*)

Independent of the decision to revoke the charter, if eligible students were present and an assessment was not administered, per ARS § 15-241, the charter *school* is ineligible for funds for the remainder of the fiscal year and has no options for recovery of these funds. The charter school remains ineligible for funds until the school properly administers the respective assessment* the following fiscal year. (Example: Failed administration in FY2001/2002, remaining FY2001/2002 funds forfeited, FY2002/2003 funds ineligible, and so on.)

A. Charter School Fails to Administer Respective Assessment the Following Year

Charter schools that do not properly administer the respective assessment* the following fiscal year are ineligible for funds for the entire fiscal year and have no options for recovery of these funds. (Example: Failed administration in FY2001/2002, remaining FY2001/2002 funds forfeited and FY2002/2003 funds ineligible. Improper administration of respective assessment* in FY2002/2003, FY2002/2003 funds forfeited, FY2003/2004 funds ineligible, and so on.)

The ADE will encourage the appropriate sponsoring body to revoke the charter of *schools* that do not properly administer the respective assessment* the following fiscal year.

OR

B. Charter School Successfully Administers Respective Assessment the Following Year

If the charter school properly administers the respective assessment* the following fiscal year, Classroom Site Fund payments will be retroactively applied for that fiscal year. Charter schools should be aware that funds will be applied retroactively only upon completion of assessment requirements the following fiscal year, which typically occurs in May. (Example: Failed administration in FY2001/2002, remaining FY2001/2002 funds forfeited and FY2002/2003 funds ineligible. Proper administration in FY2002/2003, funds received retroactively for FY2002/2003.)

*A district that has properly administered an assessment will have attended the pre-test workshops and returned answer documents on time with no alerts.